

EJTA FAQs

Updated 1/9/2008

I'm trying to create a new EJTA for a HAMTC transfer, but the correct reason does not appear on the screen.

- o Does the person have an "In-Progress" EJTA for another company? If so, you will not be able to create a new EJTA for that person. Contact the EJTA Administrator or EJTA POC for the company that the person will be transferring from to take the EJTA out of the "In Progress" state.
- o That person must have no EJTA, a current, aging or terminated EJTA in order to select the correct reason "Due to a HAMTC transfer"

I have terminated an EJTA that had "Tank Farm Entry" but there is no closeout exam. Why is that?

- o The Tank Farm Entry program is an administrative requirement. There is no medical need or requirement for the baseline, routine or closeout exams for this.

The EJTA has Tank Farm Worker selected, but this worker does not need to wear a respirator when they are in tank farms. Can I remove the RESPIRATOR portion of their exam?

- o No, that is a requirement at this time for that medical surveillance program. Unless CH2M Hill changes this requirement, it will not change.

An employee walks outside between buildings during a sandstorm. Is the employee occupationally exposed to particulates???

- o Does this person work outside and has a potential for exposure? do they work inside and are only out for a few minutes/seconds?

An employee walks outside between buildings during or after an herbicide/pesticide application. Is the employee occupationally exposed to pesticides???

- o Do we rank them as 0 or 1a??
- o Is this person a pesticide applicator? Do they work with applicators? If they don't and the application is done correctly then no, not a potential for exposure.

An employee walks up to a door beneath a bird nest, and droppings are on the ground. Is an employee occupationally exposed to bird/animal droppings? An employee walks down a sidewalk that has rabbit droppings on the pavement. Is the employee occupationally exposed to animal droppings?

- o Are they picking up the droppings, cleaning or sweeping them as part of their job? If not, then no.

Do I need quantitative data collected to verify exposure levels when the PEH level selected is 2 or 3

- 0: Does not work with or around
- 1a: Potential, works around
- 1b: Less than 10% of the criteria
- 1c: 10% of criteria to less than criteria
- 2: Greater than or equal to criteria for less than 30 days per year
- 3: Greater than criteria for greater than or equal to 30 days per year
- Qd: Quantitative data available
- o Use quantitative data if it is available, but professional judgment is acceptable as well.

A worker is out of the office for an extended period (a month or so). Do I terminate the EJTA or leave it active?

- o Terminate the EJTA so that the worker is not scheduled for medical exams while they are out. You can re-activate the EJTA upon their return.

What happens to the old EJTA when I submit the new EJTA to medical?

- When you change a person's EJTA to "In Progress", update some stuff, and then send it to medical, the previous "current" EJTA goes into the ARCHIVE database system that is at AMH, so exposure history is kept for all workers for all electronic EJTA's.

A worker has a hyphen in the first 4 letters of the last name (eg. Day-Phalen). How do I search for this worker's record in the EJTA database?

- Find the worker's HID number in Pop Phone. Search using the HID number for the worker

A worker is a Beryllium Assigned worker or Asbestos Worker. Why are they in the Respirator program when it is not identified specifically on their EJTA?

- The Respirator program is part of these medical surveillance programs, as well as many others.

I'm putting the Admin Employer as other and looking for the correct contractor in the drop down list to the right, but the subcontractor is not listed in the drop down list. How do I fix this?

- First, the subcontractor contact should supply the information for the new company to your company POC (as listed on the EJTA web page).
- Second, the company POC will get that information to Central Badging and it will be loaded into the system and Badging will send the information over to AMH to put into their system.
- It will then be available as a choice in the dropdown list for the Admin Employer.